

Household Emergency Plan

This template will help you and your family prepare for an emergency. The plan will let you record potential dangers in a around your home and put into place ways of dealing with them.

WHAT ARE THE POTENTIAL DANGERS?

Discuss any dangers that you could face. These could include floods, fire, severe weather or other possible emergencies. Use the table below to record any actions you will take in response to each situation.

What could affect my house?	What can I do about it?

Generally – If the danger is outside – Go In, Stay In, Tune In

- Close all windows and doors;
- Stay there until you are contacted by the Emergency Services or are told that the emergency is over;
- Listen to the local radio or TV news for updates;
- It may not be safe to collect children from school; schools have emergency plans so students will be cared for.

EVACUATING YOU HOME

In some cases the Emergency Services may advise you to evacuate your home. Doncaster Council will provide temporary accommodation until such time people can return to their homes or other accommodation. These are known as Rest Centres.

If it is safe to do so secure your premises before you leave. Do not return home until you are told it is safe to do so by the Emergency Services.

In some emergencies mobile phones may not work so you need a way of ensure your family can contact eachother.

Where will we meet?

If you cannot get home or contact each other pick two meeting points. One close to your home and the other slightly further away in case the emergency is more widespread.

Nearby Meeting Point:
Meeting point outside the immediate area:

What if we cannot get to either meeting point?

If you cannot get to either meeting point choose a friend or family member who all the family can contact to confirm that you are safe.

Name of family contact:
Address:
Post Code:
Home Phone Number:
Mobile Phone Number:

Where can we stay?

If you have to evacuate your home could you stay with friends or family? Identify two possible places.

Name:
Address:
Post Code:
Home Phone Number:
Mobile Phone Number:

Name:	
Address:	
	Post Code:
Home Phone Number:	
Mobile Phone Number:	

Where and how do you turn off the following?

(Only do this if it is safe to do so)

Electricity:
Gas:
Water:

Neighbours

Consider which vulnerable / elderly neighbours may need your help. List any possibilities below.

Name:	
Address:	
	Post Code:
Home Phone Number:	
Mobile Phone Number:	
Reason:	

Name:	
Address:	
	Post Code:
Home Phone Number:	
Mobile Phone Number:	
Reason:	

EMERGENCY GRAB BAG

You should try and put together an emergency grab bag. An emergency grab bag holds vital information and items that may be useful during an emergency. The bag should be small enough to carry and be stored in a safe and secure place where all family members can find it. The bag should be checked on a regular basis. Your bag should include:

	Tick
Important documents (such as passport, insurance certificates, driving licence, pet vaccination certificates)	
Torch (with spare batteries if not wind up) /candles and matches	
Radio (with spare batteries if not wind up)	
Mobile phone and wind up or battery powered charger	
First aid kit including a list of current medication (or spares so long as they do not go out of date)	
Bottled water (to be changed regularly as noted on best before dates) and in date tinned food and tin opener / long life snacks	
A change of clothes per person or an emergency blanket	
Wash kit, sanitary items and toiletries	
Baby food and baby care items	
Emergency cash	
Household emergency plan with contact details of members of the family you will need to inform, local doctors number, etc.	

ADDITIONAL STEPS YOU COULD TAKE

Listed below are some additional steps you could take in order for you and your family to prepare for an emergency.

	Tick
Install and regularly check smoke detectors	
Consider installing a carbon monoxide detector	
Decide which items need to be moved upstairs in the event of a flood	
Know the quickest route out of your home and neighbourhood	
Put your emergency phone numbers into your mobile phone	
Teach children how and when to call the Emergency Services	
Have sufficient food in your house for three days	
Check that the insurance cover for your house and contents is up to date	
Make sure your child's school has current information to contact you	
Ensure that keys for locked doors and keys for any locking windows are easy to get to	
Consider the needs of pets or other animals (photo of your pet, microchip information, etc)	
Other information you think might be important:	